

## CHAPTER XXVII.

## EXAMINATIONS.

Admission to the lower grades of the public service in the chief civil departments of Government is now limited to those who have passed what is called the educational test, that is an examination conducted by the Educational Department in the ordinary school subjects. Persons appointed after passing this examination hold their appointments as probationers until they pass an examination in departmental subjects.

## THE EDUCATIONAL TEST.

1. **Principles.**—Regarding the examination for admission to the lower grades of the public service, the following order will show the old system and the principles on which the present system was established :—

“It has hitherto been the practice for a mixed Committee, composed of members of the Revenue, Judicial, and Educational Departments, to assemble once a year, or every two years, and examine candidates in general knowledge, as well as in special departmental subjects. The examination lasts for several days, and takes up a great deal of valuable time of highly-paid officers, and is, after all, most unsatisfactory in its results. It has long been felt that, with the spread of education, Government has a right to expect a better educated class of men to fill vacancies in the public service, and it is certainly time to take steps to secure this object.

“Consequent on the inquiries set afoot by Government in 1857, and in the following years, the Director of Public Instruction (Mr. Howard) submitted in 1859 an elaborate scheme for the examination and admission of candidates for the public service. No action was taken on this Report, because the scheme embraced too much. Mr. Howard endeavoured not only to provide for the admission of candidates into the service, but to regulate their future promotion also. It is very doubtful how far the service would derive benefit from carrying the examination system so far ; and it is certain that even

if the general principle were admitted, yet it would be premature in the present state of education throughout the country. In the opinion of His Excellency the Governor in Council it would be decidedly objectionable to adopt such a programme under any circumstances.

"But the main feature of the scheme was admission to the public service on a certificate furnished by the Educational Department, without demanding from the candidate knowledge on any special departmental subjects.

"The Governor in Council considers that this principle is sound, and it should now be recognized as the basis of an improved system. If, at the same time, provision be made for an examination subsequent to employment in all those special branches of knowledge which it behoves a Government employé to be familiar with, there can be no grounds for fearing that the public service will suffer by the change as respects departmental knowledge, while it may be assumed that the tone of the service will be greatly improved by the admission of a better educated class.

"Care must be taken to prevent the standard of qualification being pitched too high. It is of course necessary that it should be uniform in the same district, but as the progress of education has been very different in different districts, it will not be possible to carry uniformity throughout the Presidency. The success of the system may be greatly endangered by attempting to attain either too high or too uniform a standard.

"In the subsequent special examination too there must necessarily be some variation in the standard, but not according to local difference so much as according to the character of the appointment. Thus, if the proficiency of a Taláti in his own special duties be fair, he should not be rejected because he fails to pass up to the standard required for a Kárkun employed on general duty, though of course he might be permitted to try for a certificate of proficiency up to the higher standard."—*G. R. No. 3259A, Sept. 12, 1866.*

2. **Rules.**—Candidates for certificates must appear at an examination to be held every year at the head-quarter station of each collectorate in September, or as soon after as travelling is possible. The date of the examination will be notified by the Collector three months before the examination.

(2) The Educational Inspector of the district will superintend the examination, and will appoint the examining Committee, which

will consist of a President and two Members, to be selected from such officers of the department as are available, *e.g.*, Deputy Inspectors, and Head Masters or First Assistant Masters of High Schools, or Principals of Training Colleges. If the Educational Inspector cannot find in any district a Committee qualified to hold the examination for first-class certificates, he will himself hold it.—(*G. R. No.* 2898, *June 17, 1871.*)

(3) The examination for a first-class certificate will be according to the new Anglo-Vernacular Standard V., as modified and with the Classics omitted: and the examination for a second-class certificate according to the new Vernacular Standard VI. Candidates must pass these standards according to the rules of the Department of Public Instruction.

(4) Every candidate must, before he is admitted to the examination, satisfy the Committee that he has completed his seventeenth year but has not completed his twenty-fifth.

(5) A first-class certificate qualifies for admission into either English or Vernacular Offices. A second-class certificate qualifies for admission to Vernacular Offices only. First-class certificates must bear the holder's signature in English characters, and second-class certificates in Vernacular characters.

(6) The Director of Public Instruction will publish annually in the *Government Gazette* a list of candidates who pass for certificates according to each standard. The names will be arranged in each district in order of merit, with the marks obtained by each.

(7) Certificated candidates will not be admitted to the public service until they have completed their eighteenth year. When appointed they will enter subject to the condition of passing any special examination required in the department.

(8) Candidates for first-class certificates pay a fee of Rs. 3, and for second-class certificates of one rupee, and these are to be paid in advance to the President of the Committee.—*G. R. No.* 2002, *April 27, 1871, and Govt. Gazette, Dec. 12, 1872.*

**3. Rules to whom applicable.**—The above rules apply to all appointments in the Revenue, Judicial, Political, Registration, and other branches of the service above those of a menial character, and the salary of which is Rs. 50 and under. They do not apply to the Executive Police, or to persons nominated from the Executive

Police to other offices in the same department. Special rules already exist for admission to, and promotion in, the higher grades.—*Notif. Sept. 12, 1866, and No. 2237, May 12, 1871.*

Matriculated Students of the University are admissible to the lower grades of the public service without further examination, or certificate, but must pass the test laid down for the examination of Subordinate Establishments.—*G. R. No. 3254, July 7, 1870.*

(1) Candidates who have passed the Matriculation shall have a preferential claim to vacant appointments over candidates who have merely passed the Public Service Examination (First Class), unless these last hold the 2nd year certificate for the Agricultural High School Class.

(2) Candidates who have passed the F. A. Examination shall have a preferential claim for situations of Rs. 30 and upwards over candidates either in or out of the service who have merely matriculated.

(3) At least one-half of all vacancies in Departments other than the Revenue Department, of the value of Rs. 50 per mensem and upwards, shall be given to graduates, especially to graduates of distinction.—*G. B. No. 400, March 27, 1880.*

#### 4. Rules—

##### THE SUBORDINATE DEPARTMENTAL EXAMINATION.

*Rules for the Examination of Subordinate Establishments of Government in the Revenue, Magisterial, and Police Departments.*

(1) An examination will be held annually on the second Wednesday in September, at the Sudder Station of each Collectorate, by a Committee composed of the Collector, his First Assistant, and the Huzur Deputy, or, in the absence of a First Assistant any other Assistant who has passed the second departmental examination.

(2) All appointments are to be probationary till this examination has been passed. A probationer must appear at the examination held next after the expiration of his first year of probation. In case of failure he shall be removed from office, but may be permitted to appear at the examination next following, and, if found qualified, may be reappointed on the occurrence of a suitable vacancy, at the discretion of the officer with whom the nomination rests.

(3) The examination shall be written and oral. For the first questions will be framed as follows :—

I.—For Revenue matters.....	200 marks.
II.—For Magisterial and Police .....	200 „
III.—For Miscellaneous .....	200 „

(4) The Revenue questions will be prepared by the Revenue Secretary to Government, and the Magisterial by the Judicial Secretary, and will be transmitted under seal to the Collector. The adjudication on the answers shall rest entirely with the Local Committee.

(5) Under “Revenue matters” the questions shall be put in the following laws :—

Bombay Acts III. of 1876, and V. of 1879.

(6) Under “Magisterial and Police,” the questions shall be put in the following :—

\* Act X. of 1872, Chapters 8 to 13, 27, 30 and 36; Ch. IX., Act XLV. of 1860; Bombay Acts VII. and VIII. of 1867.

(7) Under “Miscellaneous” the questions shall be prepared by the President of the Committee, and shall be such as to test knowledge in the taluka and village accounts. The examinees will also be required to write in the language of the district an account or *précis* of a revenue case. For the English department such account is to be written in English instead of the Vernacular.

(8) The number of questions in each of the papers is to be limited to eight, and the time for disposing of each to two hours.

(9) The oral examination will embrace the system of revenue survey and settlement, including the revised rules, and such general questions connected with the current rules and practice as the Committee may consider suitable. For the English department it will include the method of conducting official correspondence and keeping the records. 200 marks will be given for the oral examination, making a maximum of 800 marks in all.

The names of the successful candidates will be placed in order of merit, according to the total number of the marks obtained.

The minimum number of marks to be obtained by a candidate, in order to pass should be fixed at 25 per cent. of the number of marks in each subject and 50 per cent. of the total aggregate number of marks.—*G. R. No. 4475, Oct. 1869; No. 3549, July 25, 1870; No. 4837, Aug. 25, 1875; Notif. Jan. 21, 1873, and G. R. No. 2157, April 23, 1881.*

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\* Act X. of 1882.

5. **Qualification.**—No one is to be permitted to appear for the Departmental Examination who has not passed the educational test, or obtained a certificate under the old rules.—*G. R. No. 4479, Aug. 20, 1874.*

6. Persons not actually in the Government service are not allowed to appear for the subordinate departmental examination.—*G. R. No. 6682, Nov. 8, 1877.*

Except servants of native States, who are permitted to do so on production of a certificate from the Political Officer of the State to which he belongs, showing that he is in service and bears a good character.—*G. R. No. 4025, July 12, 1881.*

7. **Rules to whom applicable.**—All members of the subordinate service appointed since the 12th September 1866 under any of the old tests inferior in standard to the Departmental Examination (such as the old examinations by Collector's Committees) must pass the Departmental Examination.—*G. R. No. 6029, Dec. 7, 1870, and No. 1936, April 25, 1871.*

8. No exemption from the above Departmental Examination will be permitted, as the test prescribed is of a very elementary character. Clerks in the account branch of a Collector's office should have some knowledge of the laws which regulate the revenue administration; and every public servant ought to be acquainted with those few chapters of the Codes which are specified in the Examination Rules.—*G. R. No. 2406, May 19, 1871.*

9. In the case of clerks employed in the English branch of any office prior to the publication of the notification of 12th September 1866, whose native language is not the vernacular language of the district, the whole of the written examination may be conducted in the English language.—*G. R. No. 6056, Dec. 8, 1870.*

10. Clerks and Karkuns employed in the Revenue Department prior to 12th September 1866 but discharged after that date in consequence of the reduction of establishment and re-entertained on occurrence of vacancies must pass the Departmental Examination. Clerks and Karkuns who held appointments in the Educational and other departments to which the Departmental Examination is not applicable, previous to 12th September 1866, and who have subsequently been transferred to the Revenue Department, must also pass.—*G. R. No. 1750, April 12, 1871.*

11. A probationer who has been acting continuously previous to his appointment as probationer must pass at the first examination after the expiration of a year from the time he was appointed acting, but this rule is to be worked with consideration.—*G. R. No. 5523, Oct. 4, 1873.*

12. **Officers exempt.**—Subordinates of the Survey, Local Fund and other Departments are not obliged to pass, but may, if they wish it, appear before the Committee for examination.—*G. R. No. 865, Feb. 21 ; No. 3352, July 12, 1871 ; and No. 3664, July 15, 1874.*

13. Wataudárs such as Majmudárs, who were appointed Stipendiary Kárkuns on the settlement of their wataus are exempt from the examination. Persons who have been discharged on reductions and are re-employed within a year, are exempt if they would have been so before the reduction.—*G. R. No. 2554, May 29, 1871.*

14. Officers who had already passed the Magistrate's examination were exempted from the Subordinate Departmental examination, but in future this exemption is not to be allowed.—*G. R. No. 3357, July 17, 1871.*

15. Treasurers are exempted from the Subordinate Departmental examination.—*G. R. No. 1397, March 14, 1870.*

Huzur Shroffs are exempted from passing the education test and Sub-Departmental Examination, on the understanding however that if they do not pass these examinations, they will not be eligible for promotion in any line and during their service will remain shroffs.—*G. R. No. 6101, Nov. 14, 1879.*

16. **Registration Examination.**—The rules laid down in Order No. 4 are also applicable to the Registration Department as regards the Committee before whom the examination is to be held, the time at which it is to be held, and the penalties for not passing.

The Inspector General of Registration will prepare twelve questions and forward them in a sealed cover to the President of the Committee. Four hours will be allowed in which to answer them ; the total number of marks attainable will be 300, of which the examinee must obtain not less than two-thirds to pass.

The examination for the office of Special Sub-Registrar will be analogous to that which candidates for the office of a Sub-Magistrate have to undergo, and will be held before the Registrar of the Dis-

trict according to the rules at present in force.—*G. R. No. 2237, May 12, 1871.*

#### MAGISTRATE'S EXAMINATION.

17. **Rules**—I. No person shall be appointed to be a Magistrate of the Third Class unless and until he shall have passed the examination prescribed in Rule VIII.

II. No person exercising the powers of a Magistrate of the Third Class shall be invested with the powers of a Magistrate of the Second Class unless and until he shall have passed the further examination laid down in Rule IX.

III. No person in the service of Government, whose monthly salary (exclusive of allowances) is less than Rs. 30, shall be allowed to present himself as a candidate for the examination prescribed in Rule VIII., provided, however, that any person in the service of Government who may have passed the Matriculation Examination in the Bombay or other Indian University shall be allowed to present himself for the examination irrespective of the amount of his monthly salary.

IV. No person who is not in the service of Government shall be allowed to present himself as a candidate for the examination prescribed in Rule VIII. unless he produces satisfactory certificates of good character and that he has passed the Matriculation Examination in the Bombay or other Indian University.

V. If any person after having passed the examination prescribed in Rule VIII. shall not have been invested with the powers of a Magistrate of the Third Class within three years from the date of his passing such examination, he shall be required again to pass that examination to qualify him for investiture with those powers.

VI. No person shall be allowed to present himself as a candidate for the examination prescribed in Rule IX. unless he shall have previously passed the examination laid down in Rule VIII. or has already been invested with the powers of a Magistrate of the Third Class.

VII. Every person presenting himself as a candidate for the examination prescribed in Rule VIII. shall be required to pay a fee of Rs. 3, and for the examination prescribed in Rule IX. a fee of Rs. 4. This fee must be paid before the end of March.

VIII. All candidates for the office of Magistrate of the Third Class will be required to pass an examination in the following Acts



(and any others which may from time to time be added to the list by Government):—

The Indian Penal Code and amending Acts.

The Code of Criminal Procedure.

The Indian Evidence Act, Chapters 2, 7, 9 and 10,

Bombay Act III. of 1866.

Bombay Acts VII. and VIII. of 1867.

The Cattle Trespass Act.

Three papers (each containing from 8 to 12 questions) will be set. The questions in one paper will be taken from the Penal Code, in the second from the Criminal Procedure Code, and in the third from the Evidence Act and other Acts specified. Copies of the record and proceedings in a magisterial case (without the charge and the finding) will also be placed before each candidate, who will then have to write a finding and judgement in the case. The full marks for each paper will be 120, and for the magisterial case 40. In order to pass each candidate must obtain at least half marks in each paper or subject and at least 60 per cent. of the aggregate number of marks. The questions will have to be answered without the assistance of books. The time allowed for each paper will be three hours, and for the magisterial case one hour and a half.

IX. All candidates for the office of Magistrate of the Second Class will be required to pass an examination in the following Acts (and any others which may from time to time be added to the list by Government):—

The Indian Penal Code and amending Acts.

The Code of Criminal Procedure.

The Indian Evidence Act.

Act VI. of 1864 (the Whipping Act).

The Foreign Jurisdiction and Extradition Act XXI. of 1879.\*

The Cattle Trespass Act.

Bombay Act III. of 1866.

Bombay Acts VII. and VIII. of 1867.

The European Vagrancy Act.

Three papers (each containing from 8 to 12 questions) will be set. In one paper will be given questions taken from the Penal Code and the Whipping Act, and questions to test the power of the candi-

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\* Repealed in part by Act X. of 1882.

date to distinguish between wrongs for which the law provides a civil remedy and offences cognizable by Criminal Court; the questions in the second paper will be taken from the Criminal Procedure Code and Act XXI. of 1879, and in the third from the Evidence Act and the other Acts specified. The questions set for this examination will be of greater difficulty than those given in the examination under Rule VIII. and a deeper and more minute acquaintance with the subjects in which he is examined will be required from each candidate. Copies of the record and proceedings in a magisterial case (without the charge and finding) will also be placed before each candidate, who will then have to write a finding and judgment in the case. The full marks for each paper will be 120 and for the magisterial case 40. In order to pass each candidate must obtain at least half marks in each paper or subject and at least 60 per cent. of the aggregate number of marks. The questions will have to be answered without the assistance of books. The time allowed for each paper will be three hours, and for the magisterial case one hour and a half.

X. The examination shall be held in Bombay and conducted by a Committee composed of one or more Session Judges or Assistant Session Judges, one or more District Magistrates or Covenanted Magistrates of the First Class (to be from time to time selected and appointed by Government), and the Under Secretary to Government in the Judicial Department. The names of the successful candidates, in their order of merit, shall be published in the *Government Gazette*.

XI. The examinations will be held annually, in the first week of May in each year.

XII. These Rules do not apply to the Province of Sind.—*G. R. No. 3380 of June 11, 1879.*

18. Jāghirdārs and Sirdārs and their sons, when recommended by a District Magistrate, are allowed to attend the Magistrate's examination, even though they are not qualified under rules III. and IV.—*G. R. No. 2802, May 4, 1876, and No. 2301, April 11, 1878.*

Employés under Native States, whose monthly salary is not less than Rs. 20 are permitted to appear at the Native Subordinate Magistrate's examination.—*G. R. No. 7369 of Nov. 2, 1880.*

With a view to encourage high education, the following rules have been passed for the admission of graduates of the Bombay University direct to higher appointments :—

1. Any graduate of the University of Bombay, who wishes to enter the higher and reserved branch of the Revenue Department of the public service, must serve a probation of not less than one year as 2nd karkun under a Mámlatdár, such appointments being reserved in future, except as hereafter provided, for graduates. At the end of this period, the probationer, if he is reported as having mastered the details of account work, &c., will be required to pass a special examination to be held in Bombay by selected examiners, who shall be, as far as possible, permanent. The examination shall be of a thoroughly practical nature so as to test the candidate's knowledge of Village, District and Huzur Accounts, of the laws he will have to administer, of the principles of survey assessment, of Departmental rules, and generally of every subject a knowledge of which is required by a Mámlatdár. On his passing this examination, he will be deemed qualified to hold the appointment of Sub-Magistrate and Head Karkun under a Mamlatdar, and will moreover be held entitled, provided his conduct has been satisfactory, to the first vacancy that occurs as Head Karkun. A list of persons so qualified shall be kept by each Collector, and appointments to the grade of Head Karkun will be regulated by order in the list.

2. When any University graduate has served in the capacity of Sub-Magistrate and Head Karkun for 6 months, he will be allowed to appear for the Departmental Examination according to the Higher Standard, and on his passing this examination, he will be held qualified, if his moral conduct has been good and he has otherwise shown himself competent, for the rank of Mámlatdár, and will be entitled to a mamlat when a vacancy occurs. The order for conferring such places shall be regulated by the order of merit when passing the Departmental Examination according to the Higher Standard, the names of the successful candidates being entered after such examination by the Collectors of the districts from which the candidates went up for examination. Promotion from one grade to another of a Mámlatdár's appointment will be regulated by seniority. After serving in all the different grades of that office, a graduate will be entitled to the lowest grade of Deputy Collector's appointment when any such falls vacant.

For the examination prescribed above, a higher standard will be fixed and maintained; and great care will be taken to prevent irregular proceedings during the examination.

3. In order to prevent hardship to those persons who may have entered the service of Government before the issue and enforcement of these rules, any officer who was in the Revenue Department prior to 1st January 1879, shall be held equally eligible with a graduate for the position of Head Kárkun, Mamlatdár and Deputy Collector on his passing the above-mentioned Departmental Examinations in English within two years from the date of these rules coming into force, and shall be entitled to have his name recorded according to order of merit in the lists of graduates qualified to hold appointments in the grades of Head Kárkun, Mamlatdár and Deputy Collector respectively, provided that no such candidate is allowed to appear before the Examination Committee, unless he has obtained the permission of the Collector to do so, and that no such permission is granted, unless the Collector is satisfied as to the thorough fitness of the candidate.

4. All graduates admitted to the service under Rule II. shall be required to pass the Lower Standard Departmental Examination, and that if they fail to pass at the second examination held after they have completed the period of eighteen months' service referred to in Rule III., they shall be removed from their appointments.—*G. R. No. 6505 of Dec. 17, 1878, and G. R. No. 4738, July 20, 1882.*

The Government Resolutions Nos. 6505 of 1878 and 3507 of July 4, 1879, prescribe the course for those officials who are candidates for the office of Mamlatdar, and do not supersede the rule in force for those who are not—*G. R. No. 3800, July 19, 1879.*

In special cases where the Rules would if strictly enforced bar the promotion of efficient and deserving officers, Government are prepared to sanction exemptions from the operation of the Rules on the special recommendations of the Collector and Commissioner.—*G. R. No. 3835, July 2, 1881.*

I. The limit of two years fixed by Government Notification No. 6505, dated 17th December 1878, in the case of non-graduates who entered the service before the 1st January 1879, is extended till the 31st December 1883.

II. Candidates who have matriculated shall have a preferential claim to entry into the Revenue Branch of the service over candi-

dates who have merely passed the Public Service Examination (First Class), unless these last hold the 2nd-year certificate from the Agricultural High School Class. Candidates who have passed the F. A. Examination or the final examination of the Agricultural Class in the College of Science, Poona, shall have a preferential claim for situations up to Rs. 30 over candidates in or out of the service who have merely matriculated.

Candidates who are graduates shall have a preferential claim for situations of Rs. 30 and upwards over candidates, either in or out of the service, who have not taken a degree.

III. Graduates who have been admitted to the service under Rule II. will be admitted to the Lower Standard Departmental Examination after a period of 18 months' service, and during that period they must be employed—

(a) for six months on account duties in a Mámlatdár's Kacheri ;

(b) for six months doing duty as a Revenue Kárkun in a Mámlatdár's Kacheri ;

(c) for six months serving as a general duty Kárkun.

IV. A graduate after passing the Lower Standard Departmental Examination must serve for a further period of six months, after which he may appear for the Higher Standard Examination.

V. The Lower Standard Departmental Examination qualifies for all posts inferior to Mámlets, and, especially, for the special posts named in Rule VI. The Higher Standard qualifies for Mámlets and Deputy Collectorships in the case of officers referred to in Rule VIII. and graduates.

VI. The following appointments will be considered as appointments qualifying the holders for promotion to a Mámlet under the conditions of Rule VIII. provided that they have been held for a period of not less than three years :—

1. Head Karkuns,
2. Chitnis to Commissioners and Collectors,
3. Mahálkaris,
4. Head clerks to Commissioners and Collectors,
5. Native Huzur Accountants,
6. Deputy Chitnis or First Kárkuns to Collectors,
7. Clerks and kárkuns in the Commissioners' Offices on Rs. 60 pay and upwards,
8. Shirastedár to the Survey Commissioner,

9. Shirastedár to the Superintendent, Poona and Násik Survey,
10. Shirastedár to the Superintendent, Ratnágiri Survey.
11. Inspectors of Police and Chief Constables of the First Grade ;
12. Shirastedár to Assistant and Deputy Collectors.

VII. Officers who have passed the Lower Standard Departmental Examination shall be held qualified, and should, as far as possible, be appointed to the posts named in Rule VI. In making such appointments graduates shall have a preferential claim to head kárkunships only.

VIII. Officers who were in the service prior to the 1st January 1879, and who have at any time held, or at the time of presenting themselves for examination are holding, any of the posts named in Rule VI., and who pass the Higher Standard Examination before the 31st December 1883 will be held eligible for mámlats, and their names shall be entered according to the date and order of passing in the list of passed candidates qualified to hold the appointments of Mámlatdárs and Deputy Collectors.

IX. The promotion of Mámlatdárs will be regulated by seniority or exceptional merit.

X. Once a candidate has been appointed to a Collectorate, he must look for his promotion in that Collectorate to one of the appointments qualifying for a Mámlat, the Commissioner, however, for good reasons, having the power to transfer any officer to another Collectorate.

XI. The following classes of persons are permitted to be examined for the Higher Departmental Examination :—

- (a) graduates serving in the Land Revenue Department.
- (b) the officers mentioned in Rule VIII.
- (c) officers holding Land Revenue appointments carrying a salary of not less than Rs. 40 per mensem.

It must be understood that the passing by officers in any of these classes of the Higher Standard Examination does not necessarily give them a title to be appointed to mámlats. The above order will, as it seems to the Governor in Council, meet fully the case of the deserving servants of long standing on which the Commissioners lay so much stress, whilst it will prevent the examinations being crowded with candidates in the inferior ranks who have little chance of passing and virtually no prospect of attaining to the rank of Mámlatdár.—*G. R. No. 826, Feb. 9, 1881, and G. R. No. 6451, Sept. 18, 1882.*

The Commissioners of Divisions are to keep lists of qualified applicants desirous of appointment to the Revenue Branch of the Government service. Applicants should, of course, state their age and the vernacular languages with which they may be conversant.—*G. R. No. 463, Jan. 28, 1879.*

Every applicant who applies direct to Government will be referred to the Commissioner of the Division in which he wishes to serve, who can then communicate with Collectors; with a view to enable Government to see how the rules are working, each Collector should show in his Administration Report the number of applications (giving names) received and how they have been dealt with, and the Commissioner will then be able to note if applicants have been provided for elsewhere.—*G. R. No. 478, Jan. 29, 1879.*

Applications for employment made by graduates over 25 years of age may be registered, but if such persons are granted appointments the sanction of Government to their employment must be obtained.—*G. R. No. 882, Feb. 19, 1880.*

Non-graduates drawing higher salaries than that of Head Kárkun are to pass both the Lower and Higher Departmental Examinations and are to serve in the office of Head Kárkun on Head Kárkun's pay, before they become eligible for the office of Mámlatdár. They must suffer this loss in consideration of the superior prospects which they thereby secure.—*G. R. No. 4069, Aug. 4, 1879.*

Head Accountants need not serve as Head Kárkuns in order to qualify for appointments as Mámlatdárs.—*G. R. No. 5193, Sept. 27, 1879.*

Non-graduates are allowed to appear for the Second Departmental Examination whether they have served as Head Kárkuns for six months or not, provided that before they become Mámlatdárs they serve for six months as Head Kárkuns.—*G. R. No. 1290, March 11, 1880.*

It will be sufficient for Awal Kárkuns and Maháلكaris to pass the Higher Standard Examination under the new rules.—*G. R. No. 632, Feb. 5, 1880.*

The Higher Standard Examination must be passed in due course after passing the Lower by all save Awal Karkuns and Maháلكaris.—*G. R. No. 1860, March 20, 1882.*

Mámlats should not be thrown open to Chief Constables, as though some of them might pass the required examination, they are

officers who have had no revenue experience to guide them.—*G. R. No. 1309, March 11, 1879.*

As a rule only graduates should be appointed to the post of Head Kárkun. Non-graduates may in exceptional instances be appointed, but only with the sanction of the Commissioner of the Division.—*G. R. No. 2109, April 11, 1881.*

If a case arises where a Head Kárkun's or Mámlatdár's appointment becomes vacant, and no candidate eligible under the rules is found for it, a reference may be made for orders.—*G. R. No. 4148, Aug. 8, 1879.*

The examinations prescribed in Resolution No. 6505 of Dec. 17, 1878, will be the ordinary Departmental Examinations of Junior Civilians and others held half-yearly. The subjects will be the same, but an additional District Revenue Officer of experience will be added to the Examiners, special papers may be set, and there should be a thorough *viva voce* examination in all the subjects.—*G. R. No. 3507, July 4, 1879.*

Special papers if set will be on the subjects prescribed by the rules.—*G. R. No. 4382, Aug. 20, 1879.*

Three chances of passing the Lower Standard Departmental Examination may be given to the graduates and non-graduates affected by the Rules published under Notification No. 826, dated February 9th, 1881. Any person failing to pass the examination on the third occasion will not be permitted to present himself again for examination.—*G. R. No. 1595, March 18, 1881.*

Candidates appearing for the Higher Standard Departmental Examination under the rules of 17th December 1878 and 9th February 1881 should be allowed two chances of passing that examination.—*G. R. No. 1860, March 20, 1882.*

If a candidate for the Special Lower Standard Examination obtains half the number of marks in every subject of the examination instead of in every paper set, and 60 per cent. of the aggregate number, he may be declared to have passed the examination.—*G. R. No. 3357, June 30, 1880.*

In the case of officers permitted to appear for the Higher Standard Examination without first passing the special Lower Standard Examination, the minimum aggregate number of marks required to pass should be 60 per cent. of the total: each candidate must obtain 50 per cent. of the marks in each subject, and a special paper should be added, corresponding to the special paper



set in the Lower Standard Examination.—*G. R. No. 1860, March 20, 1882.*

The fact of having passed the Lower Standard Departmental Examination cannot be taken as equivalent to passing the Subordinate Magistrates' Examination.—*G. R. No. 1996, March 19, 1880.*

A probationer in the Revenue Department who has passed the Lower or Higher Standard Examination need not pass the Sub-Departmental Examination.—*G. R. No. 4705, Sept. 7, 1880.*

The words "Revenue Department" include the Salt Revenue Department,—*G. R. No. 653, Feb. 6, 1880*; also the Revenue Survey Department,—*G. R. No. 5896, Oct. 8, 1882*; but not the Registration Department,—*G. R. No. 1249 of March 9, 1880.*

#### EXAMINATIONS COMPULSORY ON JUNIOR CIVIL SERVANTS.

19. **General rules.**—(1) Every newly-appointed member of the Bombay Civil Service shall, immediately on arrival at Bombay, report himself to the Chief Secretary to Government, or, in his absence, to the officer in charge of the Separate Department.

(2) The salary of a Junior Civil Servant will be Rs. 400 per mensem from the date of arrival, increasing to Rs. 450 from the date of his passing the Departmental Examination, Lower Standard, and to Rs. 500 from the date of his passing the Higher Standard, and being invested with the full powers of a Magistrate.

(3) On reporting his arrival, he will be placed under the Collector or other chief officer of a district, to qualify himself in the languages and departmental subjects of examination.

(4) He must pass examinations first in Hindustāni and then in one Vernacular language within fifteen months of arrival. If he fails so to pass, a deduction of 10 per cent. will be made from his salary until he shall have passed.—*G. R. Feb. 3, 1875.*

It is not necessary that any native gentleman appointed in India on probation to the Civil Service should pass in Hindustāni, but any native gentleman so appointed must if posted to a district of which the language is not his own vernacular pass in the language of that district.—*G. R. No. 1881, March 21, 1882.*

(5) On passing in Hindustāni he will ordinarily be gazetted as Supernumerary Assistant Collector and Magistrate of the Third Class.

(6) It is optional with a Junior Civil Servant who may not have passed in Hindustáni or in any Vernacular language to present himself for the Departmental Examination, Lower Standard. If he pass he shall be considered as having passed in the Vernacular language in which he has been examined at such Departmental Examination. He shall likewise be considered as having passed in any other Vernacular language which may have been one of the subjects of the Departmental Examination, Higher Standard, in which he may afterwards have passed.

(7) A Junior Civil Servant who has passed in one Vernacular language must, on being moved to a district with a different Vernacular, pass in that within one year after joining his appointment, and on failing to do so a deduction of 10 per cent. will be made from his salary until he passes, or is removed to a district in the Vernacular of which he has passed. This rule applies to all Assistants in whatever branch of the service employed.

(8) Except for special reasons, a Junior Civil Servant appointed Supernumerary Assistant Collector will not receive permanent charge of a taluká, or be appointed Second Class Magistrate, until he has passed the Lower Standard.

(9) Except for special reasons a Junior Civil Servant will not be appointed to be, or act as, Second Assistant Collector or Assistant Judge, or be vested with the powers of a First Class Magistrate until he has passed the Higher Standard.

(10) A Junior Civil Servant desirous of entering the Judicial branch of the service may apply to the Secretary to the Central Committee one month before the date of the examination, Higher Standard, and be examined thereat in an extra paper on Judicial subjects. He will not, by passing in this paper, bind himself to enter the Judicial branch, but will not have to pass any other Judicial examination.

(11) Substantive promotions to the Grade of Second Assistant Collector, as also officiating promotions to this as well as the Grade of First Assistant Collector, will, under ordinary circumstances, be regulated according to the date of passing the Higher Standard Departmental Examination. Passing the Departmental Examination, however, will not entitle to promotion any one whose conduct is not otherwise satisfactory. The names of officers holding the substantive appointments of First and Second Assistant Collectors will be printed in the Civil List in the order of their seniority in the service.

(12) A Junior Civil Servant will not be entitled to travelling allowance on these occasions unless the Committee certify that his proficiency was such as to entitle him to it.

(Rules 13 to 18 relate to Political Officers.)

*Deputy Collectors.*

(19) Every person appointed to be, or act as, Deputy Collector, must pass the Higher Standard within one year from the date of taking charge, or at the first examination held after the expiration of one year from such date. On failure so to pass, a deduction of 10 per cent. shall be made from his salary until he shall pass, and he will be shown in the Civil Lists as a probationer. On failure to pass within two years from the date of nomination he will forfeit his appointment.

*Cantonment Magistrates and others.*

(20) Persons appointed to be, or act as, Cantonment Magistrate, Assistant Cantonment Magistrate, Railway Magistrate, or Town Magistrate, are required to pass the Lower Standard (except the subjects of Revenue Accounts and Vernacular language), within one year from the date of taking charge, or at the first examination held after the expiration of one year from such date. Until the above examination be passed, the person appointed will be shown in the Civil List as a probationer, and on failure so to pass within two years from the date of nomination he will forfeit his appointment.

(21) Besides the officers above named, Mamlatdars and Head Accountants may present themselves at the Higher Standard. Any other persons who wish to do so must obtain the sanction of Government.

**20. Hindustani & Vernacular Examinations.—**

(22) The Central Committee for Vernacular Examinations will consist of the Secretary or Under-Secretary to Government in the Revenue Department, the Oriental Translator, and two other members appointed by Government, the Oriental Translator being Secretary.

(23) This committee will meet quarterly for the examination of Junior Civil Servants in Hindustani or the vernacular languages of the presidency, viz., Maráthi, Gujaráti, Kanarese, and Sindhi.

(24) On application made one month previous to the ordinary date of an examination, Local Committees will be appointed for the

examination in the vernacular language of the district, or in Hindustānī, of candidates stationed in Sindh, or in the collectorates of Belgaum, Kalādgi, Dhārwar, Kanara, or Ratnāgiri.—*Govt. Gazette*, Sept. 25, 1873.

21. **Departmental Examinations.**—Half-yearly Examinations of Junior Civilians and others who may be permitted to appear are held on or about 1st April and 1st October.

Special Departmental Examinations up-country are now not allowed, and candidates from all parts of the Presidency except Arabia and the Persian Gulf are to appear before the Central Committee in Bombay in April or October.—*G. R. No. 5493*, Nov. 1, 1871.

(30) The Central Committee for Departmental Examination will consist of a Judge of the High Court as President, or other officer nominated by Government, the Secretary or Under-Secretary to Government in the Revenue Department, the Accountant General, his Deputy or Assistant, the Registrar of the High Court, and the Oriental Translator to Government (who shall also be Secretary) and such other members as Government may appoint.

(31) The Central Committee will fix the examination days, and prepare beforehand for each examination sets of questions.

[(32) and (33) relating to *Local Departmental Examination Committees*, now discontinued.]

(34) The Central Examination Committee shall report to Government the names of such candidates as have successfully passed.

(35) There shall be two standards of qualification. The Lower Standard must be passed before a candidate can present himself for examination according to the Higher Standard.

(36) The objects of the Lower Standard of examination shall be, firstly, to test the candidate's proficiency in the vernacular language of the district, and, secondly, to test his general acquaintance with the leading principles of Revenue Administration and Criminal Justice, and especially with so much of the Laws of Procedure as it is necessary for an officer to know in order to exercise properly the functions of an Assistant Collector and Subordinate Magistrate, and his power of dealing with conflicting arguments and evidence.

(37) The Higher Standard of examination shall be similar in its nature to the Lower, but more difficult in degree. Its object

shall be to test the fitness of the candidate to transact creditably the ordinary business of a Collector and Magistrate.

A candidate who obtains at least one-fourth of the marks in every subject, and at least half of the total number of aggregate marks will be considered to have passed, unless the Central Committee for special reasons reported, see fit to rule otherwise.

Any candidate for the Lower or the Higher Standard who passes in three out of the four subjects, and any candidate for the special Lower Standard who obtains  $\frac{1}{2}$  marks in all the papers set but one, and also 60 per cent. of the aggregate number of marks, will not be obliged to present himself again for examination, except in the subject or paper as the case may be in which he may have failed, but he will not be declared to have fully passed until he has successfully undergone examination in every subject or paper. Provided that the candidate must in order to have the benefit of this rule come up and pass at the next ensuing examination in the one subject or paper in which he may have failed.—*Govt. Gazette, July 13, 1871; Sept. 25, 1873; G. R. No. 2172, April 4, 1877; and G. R. No. 2082, April 21, 1880.*

No copies of examination papers should be furnished gratis: a price should be fixed, and all copies applied for should be sold at that price.—*G. R. No. 1615, May 29, 1880.*

**22. Native Candidates.**—For the purpose of the rules of 20th August 1873, Eurasian candidates are Native candidates.—*G. R. No. 1985, March 25, 1882.*

1. No marks shall be allowed to a Native candidate for his knowledge of any vernacular language whatever, and if a Native candidate satisfactorily performs the exercise constituting the other three subjects, viz., II. Judicial, III. Revenue, and IV. Accounts, and obtains the requisite number of marks for them, that is, 400 out of the maximum 800, he will be declared to have passed the examination; but if his English composition be found to be indifferent, he shall on no account be declared qualified, although his replies to questions be substantially correct.

2. If a Native be appointed to a District the vernacular of which is different from his own, he will have to undergo an examination in the language of the District in the same manner as a Covenanted Civil Servant is required to do under Rule VII. This

examination will however be quite distinct from, and independent of, his Departmental Examination.

3. In the case of candidates of the above description, a certificate of having passed the examination shall hold good only for five years from the date of passing, and after the expiration of that period it will be necessary to undergo the examination afresh, unless in the meantime the candidate shall have obtained an appointment as Deputy Collector.

23. **Powers.**—Officers on passing the Lower or Higher Standard of examination shall, as a rule, be at once invested respectively with the powers of a Magistrate of the Second Class, or of the First Class, and shall accordingly be entitled to the higher rates of pay from the date of their passing the examination. But if, in the case of any officer subordinate to him, the Magistrate of a district shows, to the satisfaction of the Local Government, that investiture with higher powers ought to be deferred, then the mere passing of the examination will not establish a title to higher pay, nor shall such higher pay be granted until the investiture with higher powers takes place.

Powers of a Magistrate of the Second Class are not to be conferred upon an officer until he has exercised the powers of a Magistrate of the Third Class for six months; and First Class magisterial powers are not to be conferred upon an officer until he has exercised the powers of a Magistrate of the Second Class for the same period. Provided that no officer shall be entitled to a higher rate of pay by reason of exercising higher powers unless he has passed in all the subjects of examination by the First or Second Standards, as the case may be.—*G. of I. No. 377, Jan. 20, and No. 2990, June 17, 1871.*

24. **Leave.**—Covenanted and uncovenanted officers are allowed leave to attend examinations at the discretion of the district officers. This is not to be longer than is necessary, and in no case to exceed a month. It is considered to be duty, and may be given in continuation of privilege leave.—*G. R. No. 1581, March 2, 1872; No. 1802, April 6, and No. 2287, June 27, 1874.*

25. **Examiners.**—Officers from the Mofussil appointed to act as members of departmental Examination Committees receive a fee of Rs. 10 a day up to a maximum of Rs. 100.—*G. of I. No. 3720, Dec. 22, 1873.*

## EXAMINATION FOR HONOURS.

26. *Rules for the encouragement of the study of Oriental languages among Junior Civilians in Bombay.*

\* \* \* \*

2. The standards of examinations and donations to be given to successful candidates will be as follows :—

				Rs.	
Higher Standard.	{	Arabic ...	...	800	} With certificate from the presiding Examiners.
		Sanskrit ...	...	800	
		Persian ...	...	500	
High Proficiency	{	Maráthi ...	...	1,000	
		Gujaráthi ...	...	1,000	
		Kánarese ...	...	1,000	
		Sindhi ...	...	1,000	
		Persian ...	...	2,000	
		Arabic ...	...	2,000	
		Sanskrit ...	...	2,000	
Degree of Honour.	{	Maráthi ...	...	2,000	} With diploma from the Government of India.
		Gujaráthi ...	...	2,000	
		Kanarese ...	...	2,000	
		Persian ...	...	4,000	
		Arabic ...	...	5,000	
		Sanskrit ...	...	5,000	

3. No Civil Servant will be permitted to present himself for examination by two standards of the *same* language simultaneously, but he may have the option of competing for the higher examinations in any languages without first undergoing any inferior test.

4. No Civil Servant will ordinarily be permitted to appear more than twice as a candidate at any examination, but if a special recommendation be made by the examiners a candidate will be allowed to appear a third time.

5. No Civil Servant will be allowed any pecuniary reward for passing the Higher Standard, High Proficiency or Honour Examinations, after the expiration of five, ten and fifteen years, respectively, counted from the date of his first arrival in India. No exception to this rule will be made on account of leave or any other cause. Civil Servants may be permitted to attend the examinations after the expiration of the periods specified in this rule, but no reward will be granted to them if they pass; and their leave must be limited to such time as may be necessary to enable them to attend the examination, and no extra expense must under any circumstances be caused to the State. In such cases it will be

within the competence of the Local Government to refuse applications for permission to attend any particular examination when compliance with such applications would involve inconvenience to the public service. Civil Servants who pass the examinations after the expiration of the periods specified will be entitled, however, to the usual certificate or diploma declaring the successful result of the examination.

6. Civil Servants who may have passed examinations under any former rule shall not be eligible to compete at corresponding examinations in the same language or languages under the rules now passed.

7. Civil Servants who are natives of India and who have entered the service either by competition in England or by appointment under the Statutory Rules, shall not receive the donations prescribed in these rules when such native Civilians pass in the vernacular of the district in which they were born or educated, Government determining in each case what languages come within this definition. Probationers under the Statutory Rules shall not be allowed to appear at these examinations.

8. Examinations will be held quarterly on the first Monday in January, April, July and October of each year at Bombay. Should the 1st of January fall on a Monday, the examination will be held on the following day. Civil Servants desirous of attending examinations must apply to Government for leave to do so at least three months before the date of examination.

9. The following are the subjects of examination for the Higher Standard :—

(a) Construing *virā voce*, with readiness and accuracy, from the undermentioned books :—

Sanskrit ..... Riju Pātha.

Persian. .... { Ikd-i-Gul.  
Ikd-i-Manzum.

Arabic ..... { Nafhat-u'l-Yaman, 1st Part.  
Selections from the Alif Laila.

(b) Translating accurately, and with correctness of idiom and grammar, not less than half an ordinary octavo page of plain English into the language in which the examination is held.

(c) Reading fairly and translating readily and correctly manuscripts in the above languages. These manuscripts



may be selected from the proceedings of a case in Court, from reports or petitions addressed to Civil or Military authorities, from letters passing between natives of India in the ordinary course of business or from private correspondence. They should not be written with the clearness of a printed book nor yet in a very cramped or crabbed hand, but in such a manner as fairly and honestly to represent the written characters generally employed.

- (d) Conversing with the examiners or with natives of India with fluency and with such correctness of pronunciation, grammar and idiom as to be at once intelligible. In Sanskrit the colloquial and manuscript portions must be omitted.

10. The following are the subjects for the High Proficiency Examination :—

- (a) Construing *vivá voce*, with readiness and accuracy, from the undermentioned books :—

Maráthi	{ Navnit. Venisunhár Nátak.
Gujaráthi	{ Kāvya Dohan. Jaya Kumári Vijaya Nátak.
Kánárese	{ Katha Manjari. Ráwan Digvijaya. Chun Basweshavar Purán (7 to 10 cantos).
Sindhi ...	{ Nandirám's History of Sind by Mahomed Massoom. Sasvohin and Panhu. (Khewatrám's) Sookrea Galeconjeecon.
Arabic ...	{ Nafhat-u'l-Yaman. Selections from Alif Laila.
Persian...	{ Gulistán. Bostán. Mirza Hairat's translation of Malcolm's History of Persia, Vol. II.
Sanskrit	{ Hitopadesh. First nine cantos of Raghuvansa (expurgated edition by Ishwar Chandra Vidyásagar).

- (b) Translating into English, with accuracy, a passage in narrative style not taken from the text books and selected in all languages, except Sanskrit, from the current literature of the day.

- (c) Translating with accuracy of idiom and neatness of expression into the language in which the examination is held an English paper in narrative style.
- (d) Translating in like manner a paper of English sentences.
- (e) Conversation in the language (except in Sanskrit).
- (f) Reading and translating at sight manuscript in the language.
- (g) Dictation in the language of a translation made at sight from a paper in English placed before the candidate.
- (h) A paper of grammatical questions.

11. The following are the subjects for the Honour Examination :—

- (a) Construing *visá voce*, with readiness and accuracy, from the undermentioned books :—

Maráthi.	{ Kekáwali Bhárat } by Moropant. { Sitáswayamwar, by Wáman Pandit. Dásbodh.
Gujaráthi.	{ Compilation of Dayáram's Poems. Narma Kavita. Sakuntala Náatak, by Dalpatráam Pránjiwan.
Kánarese.	{ Jaymini Bhárat. Rámáyan.
Persian.	{ Akhalák-i-Jaláli. Inshá-i-Abúl Fazl. Sháh Námah, one volume, or about one-fourth of the whole. Diwán of Háfiz.
Arabic....	{ Hamásah, 1st two books, pages 1—109, Calcutta Edition. Timur Námah. Makamát of Hariri, 1st half. Saba Muallakát.
Sanskrit.	{ 1st and 2nd Adhyáyas of the 1st Ashtaka of the Rigveda Sámhita. Cantos I. to VI. and XI. to XVIII., inclusive, of the expurgated edition of the Kirátár-juniya of Ishwar Chandra Vidyáságar. Sakuntala Náatak.

- (b) A written examination in the books, the paper set to include questions in grammar and prosody.
- (c) Translating into English with accuracy two passages, one in prose and the other in poetry, selected from some difficult work not being a text book. The passage in

prose will, in all languages except Sanskrit, be selected from the current literature of the day.

(d) Translating a difficult passage from English with accuracy, elegance and neatness of expression and perfect correctness of grammar and spelling.

(e) Conversing with accuracy and fluency (except in Sanskrit).

(f) Reading and translating at sight a manuscript in the language.

(g) Dictation in the language of a translation made at sight from a paper in English placed before the candidate.

12. The Honour Examination will be of a searching nature, and the exercises both oral and written must be performed with such excellence as distinctly to establish a claim to eminent proficiency.

13. Successful candidates for the Degree of Honour shall be arranged in two divisions according to the number of marks obtained. For the first division 80 per cent. of the marks must be obtained in all subjects and not less than 60 per cent. in any one paper; for the second division 60 per cent. must be obtained in all subjects and not less than 45 per cent. in each paper. The reward and diploma will be granted only to those passing in the first division, and their names only will be published in the *Gazette of India*. Those passing in the second division, will be deemed to have passed for the purposes of leave and travelling allowance rules, but they will not be allowed the benefit of those rules on a second occasion should they elect to compete again for the reward of a degree of Honour.

*Detailed List of authorized Text Books.*

Maráthi .....	{	Navnit.	} by Moropant.
		Venisunhár Náatak.	
		Kekáwali	
		Bhárat	
		Sitáswayamwar, by Wáman Pandit.	
Gujaráthi ...	{	Dásbodh.	}
		Kávyá Dohan.	
		Jaya Kumári Vijaya Náatak.	
		Compilation of Dayáram's Poems.	
		Narima Kawita.	
Kánarese ...	{	Sakuntala Náatak by Dalpatráam Pránjiwan.	}
		Katha Manjari.	
		Ráwan Digwijaya.	
		Chan Basweshwar Purán.	
		Jaymini Bhárat.	
		Rámáyan.	

Sindhi.....	{ Nandirám's History of Sind by Mahomed Massoom. Sasvohin and Panhu. Khewatrám's Sukrea Galeconjeeon. Ikd-i-Gul. Ikd-i-Manzúm. Gulistán. Bostán.
Persian .....	{ Mirza Hairat's translation of Malcolm's History of Persia, Vol. II. Akbalák-i-Jaláli. Inshá-i-Abúl Fazl. Sháh Námah, one volume, or about one-fourth of the whole. Diwán of Háfiz. Nafhat-u'l-Yaman. Selections from the Alif Laila. Hamásah, 1st two books, pages 1—109, Calcutta Edition.
Arabic.....	{ Timur Námah. Makamát of Hariri, 1st half. Saba Muallakát. Riju Pátha. Hitopadesh.
Sanskrit .....	{ 1st nine cantos of Raghuvansa, expurgated edition by Ishwar Chandra Vidyásagar. 1st and 2nd Adhyáyas of the 1st Ashtaka of Rigveda Sanhita. Cantos I. to VI. and XI. to XVIII., inclusive, of the expurgated edition of the Kirátárjuniya of Vidyásagar. Sakuntala Nátak.

## EXTRACTS FROM THE CIVIL LEAVE CODE.

*Examination Leave.*

The following extracts from the Civil Leave Code are given for purposes of easy reference:—

Section 76.—“The following Rules regulate the grant of leave to enable officers to appear at examinations:—

- “1. (a) A Covenanted Civil Servant or a Military Officer subject to Civil Rules, who is a candidate for a reward by the Higher Standard in Persian or Sanskrit, or by the High Proficiency Standard in the vernacular languages or Sanskrit, or by the Degree of Honour Standard in the vernacular languages or Sanskrit, is entitled to Joining Time to and from the place of examination, besides leave for the day or days of examination.

(b) A candidate for a reward by the Higher Standard in Arabic or for High Proficiency in Arabic or Persian, may be allowed leave for one month, and, if he passes the examination, for two months.

(c) The maximum leave for two months authorized by clause (b) may be prefixed to the examination if the candidate undertakes to spend it in study under professional tuition at a Presidency town.

(d) An officer who is a candidate for the Degree of Honour in Arabic or Persian may be allowed, instead of the leave for two months provided in clause (c), leave for three months to Persia for Persian; and to Arabia, Mesopotamia, Egypt or Syria for Arabic.

"2. An officer on leave under Rule 1 has a lien on his appointment, substantive or officiating, and is entitled to Leave Allowances, as if he were on Privilege Leave, for an aggregate maximum period of twelve months."

*Section 77, Rule 3.*—"Examination Leave may be prefixed to Privilege Leave; and Privilege Leave may be (1) prefixed to the three months' Examination Leave admissible under Clause (d), Rule 1, Section 76, on condition that it is spent in one of the appropriate countries mentioned in that clause; and (2) affixed to the one month's Examination Leave which may be prefixed to the Examination Leave under Clause (b) of that rule: otherwise it may not be combined with any other leave granted under that section. Except as herein provided, no kind of leave, except Furlough on Medical Certificate, may be granted in continuation of Examination Leave."

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29. **Travelling allowances.**—For all examinations that are compulsory, travelling allowance is granted to officers who have to leave their stations at the rate of eight annas a mile for that part which is not by railway, and three annas a mile for the part which is by railway. Subordinate officers get four annas a mile and an anna and a half a mile respectively.

Travelling allowance is inadmissible for more than two examinations by each standard.

The Local Government may withhold the travelling allowance if a candidate has obviously and culpably neglected the duty of preparing himself.

Any one who is in receipt of permanent travelling allowance may draw either that or the mileage allowance for examination absence but not both.—*G. of I. Dec. 12, 1872.*

Mámlatdárs and Kárkuns attending the Magistrates' examination may draw their permanent travelling allowance for the time they are absent, or batta at daily rates if not entitled to the permanent allowance, but no separate travelling allowance can be given to those on whom the examination is not compulsory.—*G. R. No. 738, March 1, and No. 2156, June 18, 1878.*

In the case of the native Magistrates' examination candidates are not allowed travelling allowance unless they get at least one-third marks in each paper.—*G. R. No. 1783, March 11, 1880.*